

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
July 12, 2021

The regular monthly meeting of the Hulmeville Borough Council was held on the above date via Zoom. This meeting was advertised in the Courier Times, notice was posted at the Borough Hall and on the Borough website.

Roll call was taken by Mr. Wheeler

Councilmembers Present

Thomas Wheeler, President
Doug Harris
Nicholas Toth
Judy Coleman

Staff in Attendance

Robert DeBias, Solicitor
John Baran, Chief
Debbie Mahon, Mayor
Secretary Dorothy Omietanski
Diane McKairnes, Treasurer
William Wheeler, Fire Marshall
Kurt Ludwig, Water Authority

Councilmembers Absent: Dan Mandolesi, Vice President, Nick Lodise and Doug Edge

Councilmembers Late to Arrive: none

Staff Absent: none

Guests in Attendance: Mike Wasson, Jeanne Good, Jean Harris, Jay Moser, Marce Heald, Jean Harris, Sharron Novak and Deb Farhan.

Call to Order: Mr. Wheeler called the meeting to order at 7:30 pm; all those present joined in the Pledge of Allegiance.

Mr. Wheeler Stated:

We are holding this meeting pursuant to Act 15 of 2020, and as a result of the Emergency Declaration issued by Governor Wolf. This meeting was duly advertised in the Courier Times, and by a notice posted at the Borough Hall. A recording of this meeting and a preliminary draft of the minutes will be placed on the Borough Website.

Mavors Statement:

Thank you to all of council and to Hulmeville Borough residents and businesses for all that you have done to keep the faith during all of the pandemic's ups and downs. I continue to strongly encourage everyone to consider getting the vaccine.

As a friendly reminder, during summer high water flood events and storm water concerns, please do not play in rushing waters and help to keep storm drains clear by not blowing any yard waste into our streets.

The upcoming Hulmeville Night Out at OCI is this Thursday, July 15th from 5-8PM hosted by the Hulmeville Historical Society.

And there is an ice cream social on Saturday, August 7, from 4-6 at the Playground and Pavilion areas hosted by the Hulmeville Borough Police Department.

I encourage everyone to visit the Hulmeville Borough website and the Hulmeville Borough 150th Committee to stay updated on all community events.

Minutes:

Motion made by Mr. Harris seconded by Mr. Toth to approve the minutes of June 7 and 15, 2021; Motion passed with all in favor 4-0-0.

Public Comment:

- Trash/Dog Concerns – Jeanne Good, Jean Harris, Sharron Novak and Deb Farham came to discuss an ongoing issue they are having with a renter at 3 McCarthy. The house is owned by Ricks Tree Service and they rent the upstairs and downstairs as two separate units. The issue is with the upstairs renter. He has trash cans without lids and trash is being blown all over the street. He also has three pit bulls that are not leashed. The neighbors have talked to him regarding their concerns and nothing has been done. Mr. Wheeler will have Chief Baran talk to him regarding the concerns and hopefully that will rectify the issues.

Police Report:

- Police Report - Mayor Mahon read the report for the month of June 2021: 14 Incidents, 1 Accidents, 5 Assists, 0 EMS, 16 Court, 0 Summary Citations, 42 Traffic Citations, 0 Criminal Arrests, 3 Parking and 0 Court for a total hour worked: 235, Total Salary \$6,080.25. Note, on 6/15/21 all officers attended an annual firearms qualification.
- Firearms Training – During the fire arms training Chief Baran reviewed the Use of Force Policy and levels of force with the officers. He also added a 20-question test to the training and plans to add Taser training to the next firearms training session in six months. All test results will be filed in each officer's employee file. All officers are required to read all policies that are created and sign and date the document stating they have received and read the policy. That document is also placed in their file. Officers also receive a copy of each policy that they must place in their own personal binder for reference.
- Watch Guard – Mayor Mahon had to give Chief Baran approval to renew the Watch Guard Warranty for the 5-year option that was discussed with council at a prior meeting. The warranty was due to expire and she wanted to make sure the coverage did not lapse.

Motion made by Ms. Coleman and seconded by Mr. Harris to approve the expenditure of \$2,800 to renew the warranty with Watch Guard for 5 years; Motion passed with all in favor 4-0-0.

- Community Event – Mayor Mahon reminded everyone again the police department is hosting their community event on August 7th at the Borough Hall playground from 4-6pm.
- Drug Take Back Day – Chief Baran informed council the county is scheduling the next drug take back day for October 23rd. The Chief would like to host it at the firehouse if possible. The event runs smoother in their parking lot verses the Boroughs.
- Thank you – Chief Baran thanked Jay Moser for his assistance hanging the speed sign on Trenton Rd.
- RDA Grant Idea – The Mayor proposed an idea to council of submitting an RDA request to purchase a pick-up truck for the Borough. There are times when a truck is needed to haul items around the Borough and currently there is no ability to do so. Chief Baran would like a truck for the police department as well. The truck would be helpful in moving the Jersey barriers as well as service as a back up vehicle when the other vehicle is in need of service. Mr. Wheeler would like to have one truck that could serve both Borough and police. Chief Baran pointed out in order for the truck to be able to be used for police business it would need to have all the police decals and lights and if it did then it could not be used by civilians. Council will consider the requests and have future discussions on the idea.
- Fireworks – Ms. Coleman asked what is being done to manage the fireworks being set off in the neighborhood. Chief Baran explained that a lot of the fireworks are coming from Middletown Township and Middletown Police are so overwhelmed with calls the fireworks are not given top priority. Any calls Hulmeville Borough receives are addressed and the police do talk to the homeowners regarding setting fireworks off in the Borough.

Fire Marshal: no report

Emergency Management Coordinator: no report

Water and Sewer:

- Rio Meter Replacement – Mr. Ludwig reviewed the information from Rio regarding meter replacement and it was comparable to BCWSA pricing. Currently the proposed budget would not have the money needed to complete the replacements. However, with a few adjustments to the budget there might be enough money. Mr. Ludwig is suggesting not placing money into the PLGIT account and reducing the sewer rent. Mr. Ludwig needs to present his suggestions to the Authority board and will get back to council with their decision. The cost to replace the remaining meters plus software and training would approximately total \$68,566. The budget already has the funds to address the vent cap replacements, in that most of the cost is incurred by the homeowners.

Commented [WW1]: Acronyms should always be in all CAPS.

Borough Property: Note Mr. Mandolesi emailed Mr. Wheeler a report updating council on the below information.

- Airconditioning Police Department – The air-conditioning in the police department needs a freon charge. Also Mr. Mandolesi reminded everyone the door to chambers needs to remain closed at all times.
- Playground – The playground will be getting the weed treatment this week at no charge by Green Up Turf Care of Langhorne. Mr. Mandolesi asked them to send him an estimate for regular treatments during weed season.
- Exterminator – Leck treated the entire building including the apartments. They will do the treatments quarterly at a cost of \$105.00.
- Faucets – Mr. Mandolesi ordered batteries for all the faucets and will install them when they arrive.
- Borough Building – Mr. Mandolesi is suggesting council consider replacing all the windows in Borough Hall before doing the stucco repairs. If council is interested in replacing the windows, they need to determine which project should come first. The money to pay for the Borough repairs will be coming from a grant that was presented to council from Tina Davis’s office.

Motion made by Mr. Harris and seconded by Mr. Toth to ratify the contract passed at the work session for Leck Extermination at a cost of \$105 per quarter; motion passed with all in favor 4-0-0.

Diane McKairnes pointed out that the bill she received from Leck was for \$150.00.

Motion made by Mr. Harris and seconded by Mr. Toth to amended the motion to state \$150 per quarter; motion passed with all in favor 4-0-0.

Motion made by Mr. Harris and seconded by Mr. Toth to ratify the adoptions of the police Use of Force policy passed at the work session; motion passed with all in favor 4-0-0.

Trash: no report

Lights: no report

Streets: no report

Personnel:

- Office Manager – Ms. Coleman distributed a job description and would like to discuss it at the work session. Mr. DeBias did distribute some suggested edits he made to the document. The document the committee created should be broken into two separate documents – the advertisement and the job description.

Zoning:

- Property Maintenance Code – Mr. Wheeler proposed the Property Maintenance Code Ordinance take effect 7/12/21 and that the Borough start enforcement by sending notices to residents first. The ordinance will be posted on the website along with a link to the 2018 Property Maintenance Code on line.

Motion made by Mr. Harris and seconded by Mr. Toth to amend Chapter 5 of the Borough of Hulmeville Code of Ordinances and to adopt the 2018 edition of the International Property Maintenance Code regulating and governing the conditions and maintenance of all properties building and structures; motion passed with all in favor 4-0-0.

Finance:

- Budget Meeting – Mr. Harris would like the committee to meet in August to review the budget for next year. He would like all committees to submit their requests for next year. He will distribute the budget request document for everyone to use to submit their requests.

MS4:

- Newsletter – Mayor Mahon will be submitting a receipt for postage for \$275.00. She has misplaced the receipt as soon as she finds it, she will submit it.

TMDL / BMP's: Permit years 2018-2022 – DEP will be doing permit inspections. Samantha Brinker from Gilmore and Associates will keep us informed of that inspection. Due to Covid-19, this has been postponed.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
 - Continued with the 4 leaf pick-ups through the fall/winter season
 - Sump Pump inspection enforcement
 - Decide on sediment reduction project
 - Lawn and garden pick up 4/1-12/1 weekly

Floodplain: no report

Storm Water:

- Updated Data Base – Mayor Mahon appreciates any updates and contact information for new residents that have moved into our town in that storm water affects all residents and not just those who live in floodplain.
- Property Maintenance – Mayor Mahon will be calling Gilmore and Assoc to make sure they are sending out the Property Evaluations for 2021 to all residents in floodplain.

Mayor:

- Memorial Park – Mayor Mahon is working with Ed Preston to review the protocol that was established regarding the memorial so that a committee can be formed.
- Condolence Resolution – Tina Davis’s office gave the mayor a Condolence Resolution of the State Legislature in memory of Don Haefner which she will present to the family this fall at a tree planting ceremony in his memory.
- Neshaminy Falls – The Neshaminy Falls on the Hulmeville side has seen a great reduction in disruptive activity in comparison to last year. The Bucks County Park Rangers have been a good help with the small issues that have occurred. Unfortunately, the activity on Bensalem’s side has tripled. A complaint was phoned in to Bensalem dispatch regarding loud music at the falls, but they were not aware that there was a Neshaminy Falls area. Mayor Mahon forwarded the complaint to Chief Baran to follow up with Bensalem.
- 150th Committee – The next committee meeting will be held at the pavilion August 4, 2021 at 7:30pm. Help is needed during the Ghost Tours that are planned for every Friday and Saturday evenings in October at 7:30pm. If council could please note they are being copied on all 150th meetings and events that are in need of help.

Solicitor Report:

- Snow Contract – The last snow contract was a one-year contract with a 2 year option by the Borough. Council would like to repeat that for the upcoming contract. Ms. Coleman inquired about Middletown Township removing the snow. Mr. Wheeler explained that he inquired about that before and the issue was twofold: insurance and concerns of being low on the list of importance when it came to large storms.
- Verizon Contract – Mr. DeBias stated that the Verizon Franchise contract was ready to be signed.

Motion made by Mr. Wheeler and seconded by Mr. Harris to authorize the signing of the Verizon Franchise Contract; motion passed with all in favor 4-0-0.

- In Person Meetings – The next council meeting on August 2nd will be in person at Borough Hall. Anyone who has been vaccinated will not be required to wear a mask. Anyone who has not been vaccinated will be encouraged to wear a mask. Everyone will be seated three feet apart. The requirements will be posted on the website. The cleaners are scheduled to come clean before the next in person meeting.

Treasurer’s Report: Treasurer’s Report for July 12, 2021 was made available for inspection: Diane has been asked to gather the totals for the EIT since its start. Ms. McKairnes also informed council that the auditors told her she needs to have a separate bank account for fire tax. Mr. Harris suggested opening a PLGIT account.

• General Fund Checking Balance as of June 1, 2021:	\$ 275,518.47
Expenses Totaled:	\$ -26,240.10

	Income Totaled:	\$ 85,919.58
	General Fund Checking Balance as June 30, 2021:	\$ 335,197.95
•	Sewer Fund Checking Balance as of June 1, 2021:	\$ 43,101.60
	Expenses Totaled:	\$ -21,641.96
	Income Toted:	\$ <u>1,840.79</u>
	Sewer Fund Checking Balance as of June 30, 2021:	\$ 23,300.43
•	Sewer Fund PLGIT Balance as of June 1, 2021:	\$ 227,763.35
	Interest	\$ <u>1.91</u>
	Sewer Fund PLGIT Balance as of June 30, 2021:	\$ 227,765.26
•	Highway Aid PLGIT Balance as of June 1, 2021:	\$ 72,144.14
	Interest	\$.61
	Deposit	\$ 0
	Expenses	\$ <u>- 14.16</u>
	Highway Aid PLGIT Balance as of June 30, 2021:	\$ 72,130.59
•	General Fund PLGIT Balance as of June 1, 2021:	\$ 622,264.68
	Interest	\$ 5.51
	Deposits	\$ 26,343.51
	Expenses Total:	\$ <u>11,519.17</u>
	General Fund PLGIT Balance as of June 30, 2021:	\$ 637,094.53

Bills: A copy of the bill list dated July 12, 2021 was provided to Council and offered for review by the public with three additional bills to be added Bucks County Courier \$292.72, PECO \$301.45 and MJ Reiter \$50.00..

•	General Fund beginning balance as of June 30, 2021:	\$ 340,258.85
	ending balance as of July 28, 2021:	\$ 323,139.19
•	Sewer & Water beginning balance as of May 31, 2021:	\$ 25,225.94
	ending balance as of June 11, 2021:	\$ -5393.17
•	Highway Aid PLGIT Balance as of July 7, 2021:	\$ 72,129.37

A motion made by Mr. Harris seconded by Ms. Coleman and carried unanimously to approve the bill list dated July 12, 2021; Motion carries 4-0-0.

Correspondence:

New Business:

- ATT – Mr. Toth will be scheduling a meeting with ATT to discuss the changes that will be taking place soon to the phone system.

Old Business:

- Vector – Vector started the camera instillation today and should have the work completed by the end of the week. There needs to be a training session scheduled for programing of the keys. The Borough should also consider gaining a static IP address for the cameras so the footage can be viewed remotely.
- Trenton and Main – Mr. Wheeler will contact Brian Allen to schedule a meeting to discuss the concerns with Trenton and Main. He will let council know when Mr. Allen is available to meet.

The meeting was adjourned at 9:52 pm; motion made by Mr. Harris seconded by Ms. Coleman.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary